

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



March 4, 2004

CSSIN LETTER: 04-04

ALL IV-D DIRECTORS
ALL COUNTY ADMINISTRATIVE OFFICERS
ALL BOARDS OF SUPERVISORS

SUBJECT: A CASEWORKER'S GUIDE TO PROCESSING CASES WITH FOREIGN
RECIPROCATING COUNTRIES

The purpose of this letter is to advise you that the federal Office of Child Support Enforcement (OCSE) recently released Information Memorandum (IM) 03-07, dated December 23, 2003, containing its publication, a Caseworker's Guide to Processing Cases with Foreign Reciprocating Countries (FRCs). This is a reference tool providing basic information to child support workers on how to process actions with other countries that have been declared to be FRCs under section 459A of the Social Security Act (42 U.S.C. 659A).

The Guide includes a background perspective on international reciprocity, general instructions on handling international cases and best practice tips. The publication will be supplemented over time with an appendix for each FRC that includes country-specific information and forms that the local child support agencies may use to send to some FRCs, bilingual international forms to be used with non-English speaking countries, and the most relevant child support policy for FRCs.

The first installment of this Guide focuses on Australia, Ireland, the Netherlands and Norway.

Information Memorandum-03-07 is available on the OCSE website at:

<http://www.acf.dhhs.gov/programs/cse/pol/IM/im-03-07.htm>

Reason for this Transmittal

- ☐ State Law or Regulation Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Change
- ☐ Clarification requested by One or More Counties
- ☒ Initiated by DCSS

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If you have any questions or concerns regarding this matter, please contact Carlos Rivera, Acting Chief, Policy Branch at (916) 464-5236.

Sincerely,

A handwritten signature in black ink, appearing to read 'Donna S. Hershkowitz', with a large, stylized loop at the end.

DONNA S. HERSHKOWITZ
Deputy Director
Child Support Services Division